



Governor Terry E. Branstad
Lt. Governor Kim Reynolds
San Wong, Director

**Criminal Justice Information Systems Advisory Committee
Minutes of Electronic Meeting
April 4, 2013**

Origination site: Lucas State Office Building
321 E. 12th Street, Room 208
Des Moines, Iowa

Present: Dave Meyers, Acting Chair, Iowa Department of Transportation
John Baldwin, Director, Iowa Department of Corrections
Julie Carlin, Scott County Clerk of Court, 7th Judicial District
Christine Dalton, Judge, Judicial Branch
Martin Deaton, Division Director, DPS
Paul Fitzgerald, Designee, Iowa State Sheriff's and Deputies Association
Scott Hand, District Court Administrator, Judicial Branch
Mark Headlee, Sr. System Administrator, Judicial Branch
Capt. Mike McKelvey, Designee, Iowa Assn. of Chiefs of Police & Peace Officers
Julie Miller, Designee, State Public Defender
Darrel Mullins, Asst. Attorney General, Iowa Department of Justice
Darin Raymond, Designee, Iowa County Attorney's Association
Tom Southard, Chief Juvenile Court Officer, 2nd Judicial District

Staff: Dr. Paul Stageberg, CJJP Division Administrator
Keith Kreiman, CJIS Coordinator
David Schmitz, CJIS Programmer
Julie Rinker, CJJP, Recording Secretary

Others: Jim Pingel, Project Manager, URL
Leon Frederick, Iowa Department of Public Safety

Absent: Mark Jackson, City Administrator, Iowa League of Cities
Vacant, Designee, Iowa State Assn. of County Supervisors
Vacant, Ex Officio, Senate Republican Caucus
Sen. Bob Dvorsky, Ex Officio, Senate Democratic Caucus
Vacant, Ex Officio, House Republican Caucus
Rep. Bob Kressig, Ex Officio, House Democratic Caucus

Roll Call

Keith Kreiman, CJIS Coordinator

The meeting convened at 11:03 a.m. Keith Kreiman welcomed those in attendance. Roll call was taken. A quorum was present.

Opening Remarks

David Meyers, Acting Chair

David Meyers welcomed members.

Approval of Minutes

David Meyers, Acting Chair

Marty Deaton advised that Dave Heuton was not a member and should not be listed as 'absent'. Deaton corrected his title: Division Services Director, DPS.

Darin Raymond moved to approve the minutes with the above-noted corrections, seconded by Tom Southard. The motion was unanimously approved.

Recommendation to Issue Notice of Intent to Award pursuant to RFP for Services

Keith Kreiman, CJIS Coordinator

For the purpose of reviewing the proposals received pursuant to the CJIS RFP, Darin Raymond moved the Committee go into closed session pursuant to Section 21.5(a) of the Iowa Code to review or discuss records which are required or authorized by state or federal law to be kept confidential; and that the vote on the motion be by record roll call vote, seconded by Deaton. The motion was approved as follows: ALL AYES: Meyers, Carlin, Headlee, Deaton, McKelvey, Hand, Miller, Mullins, Raymond, Dalton, Southard, Fitzgerald.

Non-members departed the meeting. The RFP's were reviewed and discussed.

Raymond moved to end the closed session and resume open session, seconded by Paul Fitzgerald. The motion was unanimously approved.

Deaton moved to approve the RFP Committee recommendation to issue a 'Notice of Intent to Award' to URL Integration; and to instruct the CJIS Coordinator to begin contract negotiations with URL Integration pursuant to the terms of the RFP, seconded by Raymond. The motion was approved with abstentions by Dalton and Headlee. Meyers voted 'pass'.

Discussion included that upon releasing the "Notice of Intent to Award", the vendor scores would become public record. Raymond requested that the minutes reflect that there were three vendors with scores as follows:

TEG 781
Zirous 808
URL 934

The recommendation was based upon the best (highest) score.

Review of Service Bus Upgrade

Keith Kreiman, CJIS Coordinator

Kreiman reported that upon the opening of two ports by DPS, the service bus upgrade will be tested. Dave Schmitz, CJPJ, and Ken Anderson, URL, will test the servers with the following exchanges: DPS/ICON, Hearing Order, NICS, and the office of the Secretary of State. Kreiman will continue to monitor and report on the migration. He anticipated completion by year end.

Coordinator Report:

Keith Kreiman, CJIS Coordinator

1. Status of Current Budget & FY2014 Budget Request

As of March 31, a balance of \$1,348,726.43 remains. allowing some flexibility at the end of the fiscal year. The FY2014 appropriation may be \$300,000 less than this year and \$600,000 less than originally proposed. If the lower amount is approved, support provided to local entities for CJIS exchanges could be eliminated.

2. Progress on Consolidated Charge Code Table – EDMS Exchanges

Kreiman reported that the charge code table is close to being adopted by DPS, DOT, the courts, and county attorneys. Testing will begin in Plymouth County within two weeks, followed by a county-by-county rollout in line with county EDMS rollouts. Kreiman thanked those involved in the project. A copy of the table was requested. Schmitz will work on the format and distribute in Excel format.

Raymond discussed the history of the development of the table. He acknowledged those who worked on the project and expressed appreciation for their efforts.

3. Outreach Efforts

Kreiman reported that future outreach efforts include:

- presenting at the NaJIS conference in San Diego this fall,
- traveling to Woodbury, Sioux, and Plymouth Counties next week regarding EDMS and the charge code table,
- working with the DOC on grant applications to the Bureau of Justice Assistance and the IJIS Institute. (Details are reviewed in Item #2 below.)

4. Discussion of RFP process

Kreiman thanked the RFP Committee and also acknowledged the following individuals for their efforts: Laurie Hoing, DAS, Julie Rinker, Paul Stageberg, and Dave Schmitz, CJJP.

Discussion Items:

1. Review of draft MOU for current Chief Justice and Governor to approve

Kreiman reviewed suggested changes for consideration. Due to time constraints, the matter was tabled to the next meeting. Meyers asked members to review and come prepared to discuss.

2. Review of two grant opportunities

John Baldwin reviewed two grant applications. One would immediately impact the DOC, CJJP, and Eyerly Ball (a mental health/substance abuse operation in Des Moines). A concept paper has been prepared requesting \$500,000 to trade a model that could be

replicated nationwide. The model shares mental health and prescription information between service providers, the private sector, and government. Baldwin noted the amount of time spent on solutions for mentally ill offenders. The Department of Justice is seeking solutions to propose to states, counties, and non-profits. The AG's office has been involved regarding HIPPA. There is no state funding match.

The second grant application is through IJIS, the national standard for data exchanges between government and the private sector. Iowa was approached for the project which looks favorably on Iowa, the DOC, and the CJIS project, which has been receiving national attention. The project would partner Iowa and 3-4 other states to create a secured database to report when a sexual assault occurs within a facility. The database would allow information to be shared up and down the corrections continuum for a broader distribution regarding offender predators. He thought the project would impact jails, prisons, community-based corrections, residential facilities, and resource centers. He was hopeful that both grants would be awarded.

CJIS Exchange Update

Jim Pingel, URL

Jim Pingel, URL Integration, joined the call at this time. He reported that three new exchanges will go into production in April/May. EDMS testing will start in Plymouth County in May. The testing was originally targeted for April, but was delayed due to the charge code table. He discussed how the charge code table will be captured in TraCS.

Other Issues

Kreiman noted the Open Broker Consortium discussed at the last meeting. Meyers, Kreiman, and Frederick will be meeting with a representative to determine if membership would be beneficial for Iowa's CJIS project, exchanges, etc.

Next Meeting (Tentative): July 11, 2013 @ 11:00 a.m. [Electronic meeting]

Adjourn

The meeting adjourned at 12:03 p.m.

Respectfully submitted,

Julie Rinker
Administrative Secretary
Div. of Criminal & Juvenile Justice Planning
Iowa Department of Human Rights